

Permittee Create an Acct from Home Page

Permittee / Signatory (Permit Administrator)

First Person – Request Signatory Role (automatic Permit Administrator role) – be sure to “Create an Account, Finalize an Account, Request Signatory Access, and verify that Regulatory Administrator has approved your request **before** creating any other accounts or asking for other roles.

Permittee and Data Provider User Guide Sections: 1.5.1, 2.1, 2.2, 2.3, 2.4, 2.5, 2.6

Quicklinks

Map of Participating States
Click on your State, Log In

NetDMR Welcome Page

Very important to choose **Select Your Regulatory Authority** from the pull down menu first. (do not use any of the BAH items) Click “Go”


Note: There may be more than one Regulatory Authority for your state. For example, in Oklahoma there are three: ODEQ (core NPDES) – OK Dept. of Agriculture (CAFOs) – EPA (Storm Water). Be sure to select the correct Regulatory Authority. One way to verify is to check your Permit ID, which we will discuss shortly.

The screenshot shows the NetDMR Home Page. At the top, there is a navigation bar with links for Home, FAQs, and Getting Started. Below this is the NetDMR logo and a welcome message. A 'News' section shows 'None'. A 'Warning Notice' and 'Privacy Statement' are also visible. The main focus is on the 'Select Regulatory Authority' dropdown menu, which is open. The menu lists various regulatory authorities, including BAH Delaware, BAH Hawaii, BAH Michigan, Connecticut, EPA HQ - IL-NM, EPA RI - CT-MA-NH-RI (highlighted with a blue circle), EPA Region 03 - DC, EPA Region 10 - ID, EPA Region 6, Louisiana DEQ, New York - NY, Region 9 - NN, Rhode Island DEM, Tennessee DWPC, and Utah DWQ. A 'Go' button is next to the dropdown menu.

From the NetDMR Home Page:

We recommend that you **Check for your Permit Number** prior to creating an account.

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)



Welcome

Welcome to the EPA HQ – IL-NM installation of NetDMR! If you are a permittee, you may be able to use this Web site to complete and submit DMRs electronically for your facility.

New to NetDMR?


- First time users can [register for a new account](#).
- If you have any questions about NetDMR, please contact icis@epa.gov.

News

- There are no news items

Warning Notice

The registration procedure for the National Installation of NetDMR is part of the United States Environmental Protection Agency's (EPA) Central Data Exchange, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.



Login to NetDMR

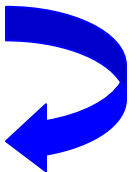
User Name

Password

[Forgot User Name?](#) / [Forgot Password?](#) / [Create a NetDMR Account](#)

Check Your PermitID

First time users should check to see if your permit is available in NetDMR yet by [Checking your Permit ID](#)




click on [Checking Your Permit ID](#)

Enter a valid 9 digit NPDES ID.

Click on Check Permit ID

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)




Check Whether a Permit is Available for Reporting in NetDMR


Enter a Permit ID*

If the permit is **not** available for reporting in NetDMR, a message will appear.

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)



Check Whether a Permit is Available for Reporting in NetDMR

 **The Permit ID 'NM0012345' is not available for reporting in NetDMR. Check another Permit ID or return to the [Login](#) page.**

Enter a Permit ID*

Confirmation message will appear if your permit is available for electronic reporting.



✚ Check Whether a Permit is Available for Reporting in NetDMR

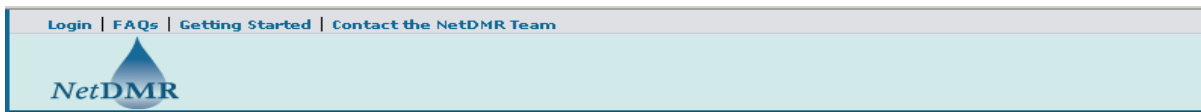
✓ The Permit ID 'NM0022250' is available for reporting in NetDMR. You may check another Permit ID or proceed directly to [Creating an Account](#). If you already have a NetDMR account, [Login](#) now.

Enter a Permit ID*

From this screen you can Create an Account or Login.

Click on [“Creating an Account”](#)

You will be required to enter all the fields with an asterisk. Note the Type of User selected is “Permittee User”.



✚ Create a NetDMR Account

General Account Information

Please provide the information requested below to create a NetDMR account. A '*' indicates a required entry.

Email Address: *

Enter Email Address Again: *

User Name: *

☒ Use my email address as my user name

☐ Create my own user name

First Name: *

Last Name: *

Telephone Number: * (###-###-####)

Organization: *

Type of User: *

Selected Security Questions

Please provide responses for the security questions. Select each question only one time. Note that answers are case-sensitive.

In addition, you will be required to answer all security questions. Also answer the required number of security questions. Choose from the list of questions and type in your answers.

☒ Use my email address as my user name
☐ Create my own user name

First Name: * Cathy (PA)
 Last Name: * Bius
 Telephone Number: * (###-###-####) 214-665-6456
 Organization: * NM
 Type of User: * Permittee User

Selected Security Questions

Please provide responses for the security questions below. Select each question only one time. Note that answers are case-sensitive.

Question 1 *
 Select One

Question 2 *
 Select One

Question 3 *
 Select One

Here is the list of questions. Your answers are Case-sensitive.

case-sensitive.

Question 1 *

Select One

- Select One
- What is the name of the street where you grew up?
- What is your father's middle name?
- What was your first pet's name?
- What is your favorite color?
- What is your favorite city?
- What is your favorite vacation destination?
- What is the name of the high school you attended?
- What is your mother's maiden name?
- What was your high school mascot?
- Who was your childhood hero?

Verify your responses displayed in the gray boxes. Make any necessary changes. Click on **Verify**.

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)

NetDMR

Verify NetDMR Account Request

Please verify the information you entered below to create a NetDMR account.

General Account Information

| | |
|--|-----------------------|
| Email Address: | cathyperadm@yahoo.com |
| User Name: | |
| <input checked="" type="radio"/> Use my email address as my user name <input type="radio"/> Create my own user name | |
| First Name: | Cathy PA |
| Last Name: | Bius |
| Telephone Number: | 214-665-6456 |
| Organization: | NM |
| Type of User: | Permittee User |

Selected Security Questions

| | |
|-----------------------------------|--------|
| Question 1 | |
| What was your first pet's name? | Dog |
| Question 2 | |
| What was your high school mascot? | Mascot |

NetDMR Account Request message appears stating your request is being processed.

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)

NetDMR

Confirm NetDMR Account Request

Thank you, cathyperadm@yahoo.com. Your NetDMR account creation request is being processed.

Within the next 24 hours, you should receive an email that includes a Web link. Click the link and follow the instructions on the page that is displayed to complete the account creation process. You will have 60 days to complete the account creation process. If you do not receive an email within the next 24 hours, please make sure the email has not been inadvertently blocked by a spam filter. Contact your [regulatory authority](#) for further assistance.

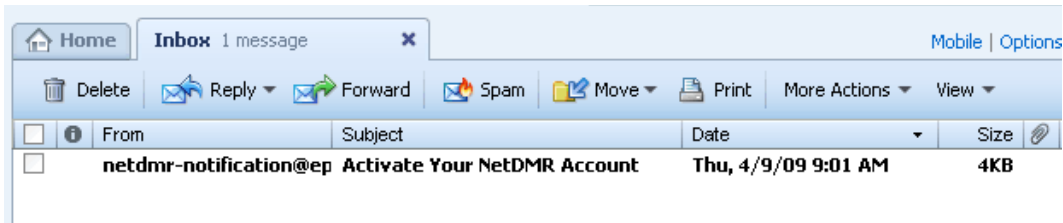
Thank you.

NetDMR Support

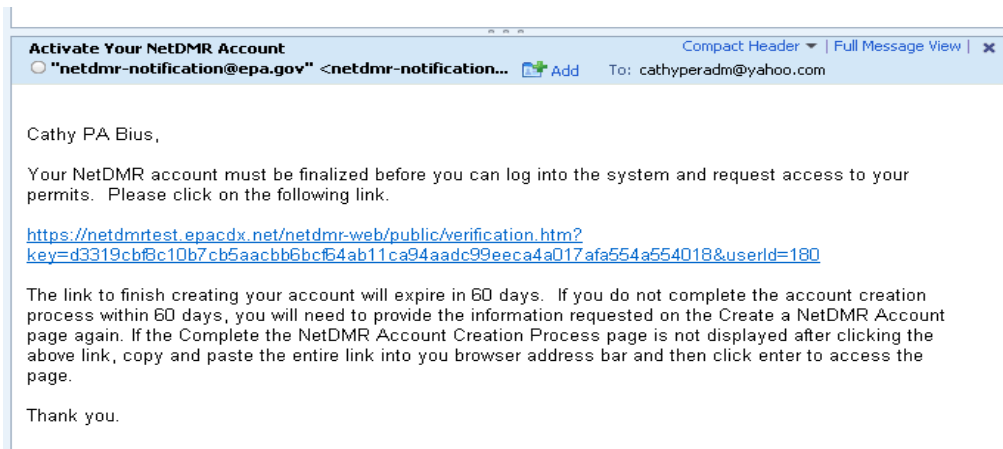
OK

Take a short break and then go to your email for a message that you must read to finalize your account.

Email – Inbox



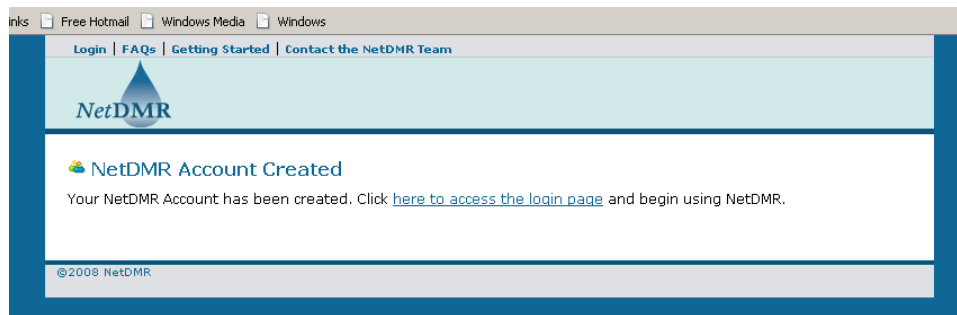
From the email message, you will need to click on the link in order to finalize your NetDMR account. If the link doesn't work, you may need to copy & paste to access this url in a different way.



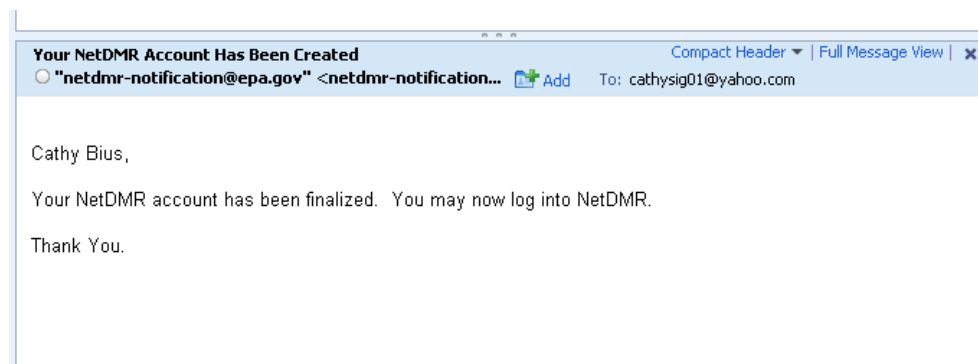
To Complete the NetDMR Account Creation Process, answer the required security question(s) and Create a Password. Passwords can be 8 – 20 characters, alpha & numeric; recommend you not use Special Characters.

The screenshot shows the 'Complete NetDMR Account Creation Process' page. It has a header with links: 'Login', 'FAQs', 'Getting Started', and 'Contact the NetDMR Team'. The NetDMR logo is displayed. The main heading is 'Complete NetDMR Account Creation Process'. Below it, a message says: 'Hello bius.catherine@epa.gov. To finish creating your NetDMR account, provide a response to the security question and create a password for your account.' The form contains three input fields: 'What was your high school mascot?', 'Create Password:', and 'Enter Password Again:'. To the right of the password fields, a note states: '(Answers are case-sensitive) (Case sensitive, 8-20 characters, include letters and numbers)'. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer shows '©2008 NetDMR'.

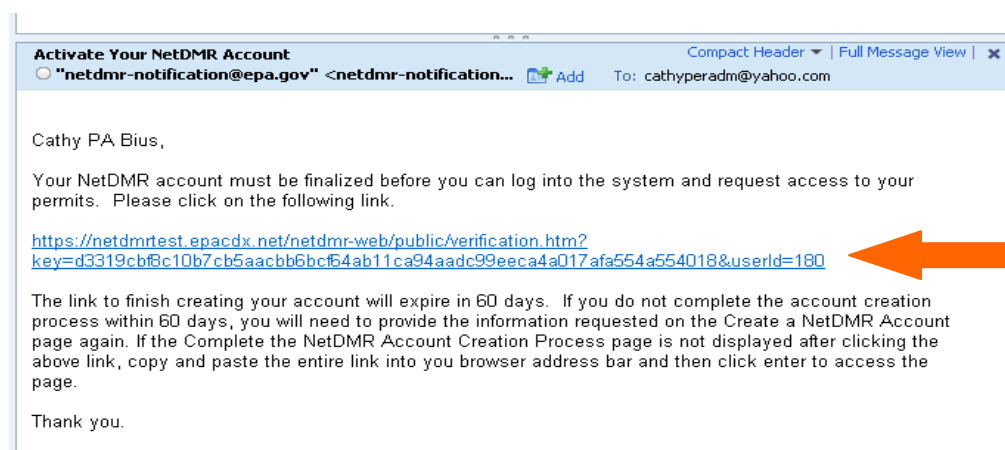
NetDMR Account has been created – confirmation screen. Click on the “[here to access the login page](#)”.



You will also receive an email stating your account has been finalized.



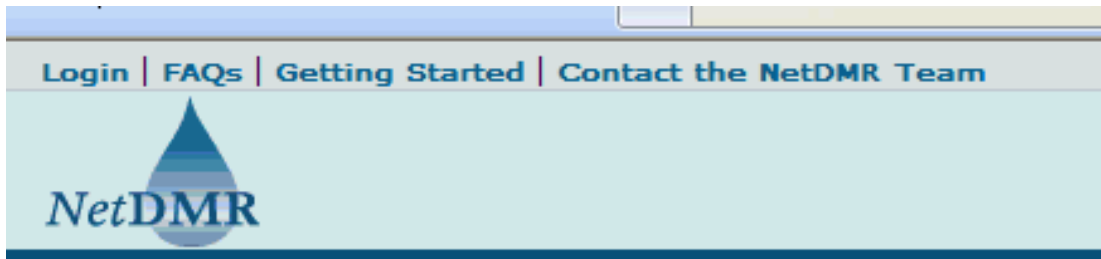
Error Message encountered if you click on the link below in your email more than one time.



Click one
time only

Error message displayed on next page.

Cathy, I was thinking to add this to the training material after the account created successfully and then user tried to click on the link again.



Verification Key Error

The verification key is not valid for the specified user.

The next step is to request access.

REQUEST ACCESS

How do I decide what roles I will need? Review the chart to view the activities that can be performed by each user type.

Permittee User Functions

| User Type | Manage Access Requests | View DMRs | Download Blank DMRs | Edit / Import / Correct DMRs | Sign and Submit DMRs | Manage CORs | View Permits | View Users | Request Signatory Access | Request Administrator Access | Request Edit Access |
|----------------------------------|------------------------|-----------|---------------------|------------------------------|----------------------|-------------|--------------|------------|--------------------------|------------------------------|---------------------|
| View | | | | | | | | | | | |
| Edit | | | | | | | | | | | |
| Signatory | | | | | | | | | | | |
| Signatory & Permit Administrator | | | | | | | | | | | |
| Permit Administrator & Edit | | | | | | | | | | | |
| Permit Administrator & View | | | | | | | | | | | |

Note: The **first** person creating an account for NetDMR must be a person that will be signing (Signatory role) the DMRs. This person will automatically be given Permit

Administrator role. As others in your company or data providers (such as labs) create an account and request Permit Administrator, Edit, or View roles, this person will be able to approve access. All other Signatory requests must be approved by the Regulatory Authority.

Enter your User Name and Password. Click Submit.

[Login](#) | [FAQs](#) | [Getting Started](#) | [Contact the NetDMR Team](#)

NetDMR

Welcome

Welcome to the EPA HQ – IL-NM installation of NetDMR! If you are a permittee, you may be able to use this Web site to complete and submit DMRs electronically for your facility.

New to NetDMR?

- First time users can [register for a new account](#).
- If you have any questions about NetDMR, please contact icis@epa.gov.

News

- There are no news items

Warning Notice

The registration procedure for the National Installation of NetDMR is part of the United States Environmental Protection Agency's (EPA) Central Data Exchange, which is for authorized use only. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. All information on this computer system may be monitored, recorded, read, copied, and disclosed by and to authorized personnel for official purposes, including law enforcement. Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to these terms.

Login to NetDMR

User Name

Password

[Forgot User Name?](#) / [Forgot Password?](#) / [Create a NetDMR Account](#)

Check Your Permit ID

First time users should check to see if your permit is available in NetDMR yet by [Checking your Permit ID](#)

Click on the Request Access

[Home](#) | [My Account](#) | [Request Access](#) | [Help](#) | [Logout](#)

User: cathyperadm@yahoo.com, Permittee User

EPA HQ – IL-NM

Search

[All DMRs & CORs](#)

Import DMRs

[Perform Import](#)
[Check Results](#)

Download

[Blank DMR Form](#)

Session Lockout Timer: 29:08

Search: All DMRs & CORs

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ **Permit ID:**

☐ **Facility:**

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature:

Discharge:

| Last 10 Logins | | |
|----------------|----------|---|
| 4/9/09 | 11:48 AM | - |
| 4/9/09 | 10:48 AM | - |

Enter the 9 digit NPDES ID and select the Role from the drop down menu and Click “Update”. You can request access for more than one NPDES ID.

Request Access to Permits and Associated DMRs

Enter the ID for the permit whose DMRs you would like to access and click the Update button to see the roles that you can request. Repeat this process for each permit you would like to request access to. You can make one or more access requests from this page.

Permit ID:

NM0022250

Update

Role:

Select One

Note: Permit Administrator role comes with Signatory role

Add Request

Choose the Role(s): The initial request for “Signatory” will automatically include the Permit Administrator role. Choose Signatory, click on Add Request. (See the Tip on page 25 of the User Guide) Others at your facility may request the Signatory, Permit Administrator, Edit and/or View roles.

Request Access to Permits and Associated DMRs

Enter the ID for the permit whose DMRs you would like to access and click the Update button to see the roles that you can request. Repeat this process for each permit you would like to request access to. You can make one or more access requests from this page.

Permit ID:

NM0022250

Update

Role:

Signatory

Note: Permit Administrator role comes with Signatory role

Add Request

TIP: Until the first Signatory privilege is granted for a permit, no read only/edit accesses or privileges can be requested for the permit.

A list of permits you have requested access for will appear in the Access Requests section. You can request to “remove access” by checking on the red **X**. Very important to click on “**Submit**” once you have requested access for all your NPDES IDs.

Request Access to Permits and Associated DMRs

Enter the ID for the permit whose DMRs you would like to access and click the Update button to see the roles that you can request. Repeat this process for each permit you would like to request access to. You can make one or more access requests from this page.

Permit ID:

NM0022268

Update

Role:



Select One

Note: Permit Administrator role comes with Signatory role

Add Request

Access Requests

A summary of the current access requests is presented below.

| Permit ID | Requested Role | Remove Access Request |
|-----------|----------------|---|
| NM0022250 | Signatory |  |
| NM0022268 | Signatory |  |

Submit

Additional information is required for the Signatory. Enter the required information and click Submit. Be sure to answer the first question as it is easily missed. You are required to answer your relationship to the facility.

Also, if you are the authorized representative, click in the radio button next to the statement. If you are going to be authorized by another person (such as the Mayor, President of the company), click on the radio button next to “I am authorized by the person below.....”, fill in the person’s name, title and phone number. You may currently be authorized for the paper submittal of the DMR form, and you will need to have the authorized representative sign your Subscriber Agreement to show that you are now “authorized” to submit the electronic DMR as well.

It is very **important** to check the appropriate radio button below. If you check the wrong button, you will have to create your account over as the Authorized Official’s information will not be incorporated into the Subscriber Agreement.

Additional Information Required

Please provide additional information associated with the Signatory role.

| Permit ID | Requested Role | Additional Information |
|-----------|----------------|--|
| NM0022250 | Signatory | <p>What is your employer's relationship to the facility or facilities?*: Select One ▾</p> <p><input checked="" type="radio"/> I have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p><input type="radio"/> I am authorized by the person below who does have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p>Name: <input type="text"/></p> <p>Title: <input type="text"/></p> <p>Phone Number: <input type="text"/></p> |
| NM0022268 | Signatory | <p>What is your employer's relationship to the facility or facilities?*: Select One ▾</p> <p><input type="radio"/> I have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p><input checked="" type="radio"/> I am authorized by the person below who does have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p>Name: Connie Overbay</p> <p>Title: Supervisor</p> <p>Phone Number: 214-665-7274</p> |

Submit
Cancel

A confirmation screen will appear. Notice the responses are in the gray boxes. Click “Confirm”

Confirm Access Requests

The table below contains the access requests that you have entered. Click *Confirm* to complete submission of these access requests.

| Permit ID | Requested Role | Additional Information |
|-----------|----------------|---|
| NM0022250 | Signatory | <p>What is your employer's relationship to the facility or facilities?*: <input type="text" value="Facility"/></p> <p><input type="radio"/> I have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p><input type="radio"/> I am authorized by the person below who does have the authority to enter into this Agreement for the Permittee under the applicable standards</p> <p>Name: <input type="text"/></p> <p>Title: <input type="text"/></p> <p>Phone: <input type="text"/></p> |
| NM0022268 | Signatory | <p>What is your employer's relationship to the facility or facilities?*: <input type="text" value="Facility"/></p> <p><input type="radio"/> I have the authority to enter into this Agreement for the Permittee under the applicable standards.</p> <p><input type="radio"/> I am authorized by the person below who does have the authority to enter into this Agreement for the Permittee under the applicable standards</p> <p>Name: <input type="text" value="Connie Overbay"/></p> <p>Title: <input type="text" value="Supervisor"/></p> <p>Phone: <input type="text" value="214-665-7274"/></p> |

Your access request has been submitted **for approval** by the Regulatory Administrator.

[Home](#) | [My Account](#) | [Request Access](#) | [Help](#) | [Logout](#)
User: cathyperadm@yahoo.com, Permittee User

EPA HQ – IL-NM

[Search](#)
All DMRs & CORs

[Import DMRs](#)
Perform Import
Check Results

[Download](#)
Blank DMR Form

Session Lock out Timer: 29:32

Request Access to a Permit and Associated DMRs

Your access request(s) have been submitted for approval.

Click below to print the subscriber agreement for the signatory request(s) made during this session.

Very important to click on the “Print Subscriber Agreement” when using the test environment. While the region/state most likely will not require a signed agreement when testing, the Internal Administrator must have the Subscriber Agreement number in order to process your request. As soon as you open this file, NetDMR will log the Agreement number.

In production, each Signatory will Print the Subscriber Agreement, sign and mail it to the Regulatory Agency. (address shown on Agreement). Fax copies of the agreement are not acceptable, nor is relying on the electronic Agreement contained in NetDMR.

LOGOUT

Please wait for an email confirmation that your access has been approved or denied by the Regulatory Administrator.

Note to Regulatory Authority: You will need to locate the Subscriber Agreement number in order to approve their request. Instructions for locating the Subscriber Agreement number are contained in the Regulatory User Guide Section 3.1.1.

Agency: EPA HQ - IL-NM
Subscriber Agreement Number: 39fee7c8-6da9-4c98-86ec-0bceea926194
Generated On: 2009-04-29 18:56:19.0
Account Reference: 240

NetDMR Subscriber Agreement Instructions Page *This form can be used for permits issued by: EPA HQ - IL-NM*

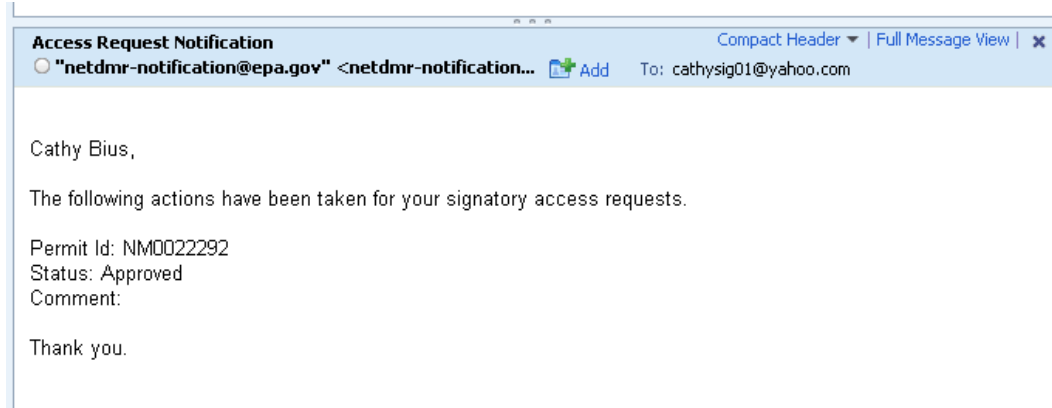
Purpose

The NetDMR Subscriber Agreement should be used by Clean Water Act National Pollutant Discharge Elimination System (NPDES) permit holders that would like to apply to submit Discharge Monitoring Reports (DMRs) electronically, or change/update your reporting status information from a previously-submitted application. Submission of DMRs electronically is an alternative to using paper forms to fulfill the reporting requirements of the CWA NPDES program pursuant to 40 CFR 122.41(l)(4).

Basic Information on Who Should Fill Out the Subscriber Agreement

- To request use of electronic reporting for DMR information, the person that is authorized to sign discharge monitoring reports (DMRs) as described in 40CFR 122.22 (a) must sign this document as the Signatory Authority in Section E of this document.
- If the Signatory Authority (named in Section E) plans to electronically sign DMRs submitted through NetDMR, then this person will also sign as the Subscriber (named in Section F).
- If the Signatory Authority plans to have someone else sign and submit the electronic DMRs, then this individual must be a duly authorized representative as described in 40CFR 122.22(b) and the duly authorized representative must sign as the Subscriber (see Section F).
- If a Signatory Authority has more than one NPDES permit for which they are responsible, and the

Access your email to verify signatory access request has been approved.

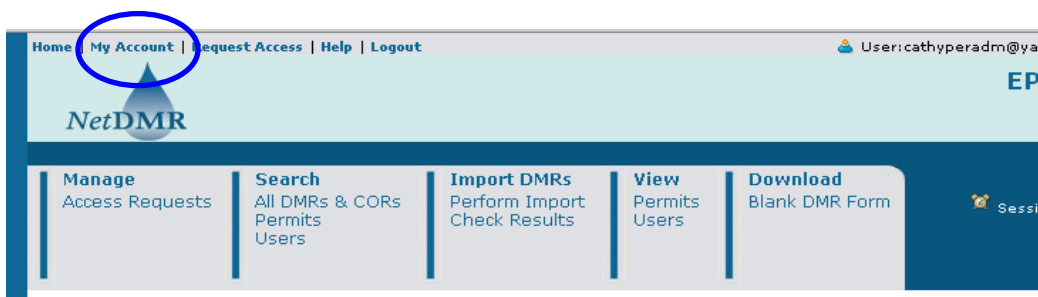


Now you are ready for NetDMR and others can now create their account, finalize their account, and request access. The Signatory person will be able to approve or deny those access requests from others in your company or from the Data Providers. As a reminder all Signatory requests will be approved by the Regulatory Authority.

(Trainers - Go to the Walk Thru Document and log on as a different user to show more roles, user types.)

My Account (log on to NetDMR)

You will be able to confirm that you have been given the "Signatory" rights by accessing "My Account".




Scroll down to the “My Permits” section to view access that has been granted for NPDES Permits. You will be able to access the Subscriber Agreement from this screen also.

My Permits


Click any underlined column title to sort the table rows in ascending or descending order by the information in that column. If you click View All or View Partial, the table will be displayed with the default sort order applied.

One Permit found

| <u>Permit ID</u> | <u>Access Rights</u> | <u>Access Status</u> | <u>Request Date</u> | <u>Update Date</u> | <u>Subscriber Agreement</u> |
|------------------|----------------------|----------------------|---------------------|--------------------|---|
| NM0022292 | Signatory | Pending | 04/29/09 06:36 PM | 04/29/09 06:36 PM |  |

You will be able to view account information, view selected security questions, and view any pending access requests.

[Home](#) | [My Account](#) | [Request Access](#) | [Help](#) | [Logout](#)





EPA HQ – IL-NM


[Search](#)
All DMRs & CORs

[Import DMRs](#)
Perform Import
Check Results

[Download](#)
Blank DMR Form

 Session Lockout Timer: 29:18

 **My Account**

 [Edit Account](#)

| | |
|--------------------------|-----------------------|
| Email: | cathyperadm@yahoo.com |
| User Name: | cathyperadm@yahoo.com |
| First Name: | Cathy PA |
| Last Name: | Bius |
| Telephone Number: | 214-665-6456 |
| Organization: | NM |
| Type of User: | Permittee User |

Selected Security Questions

 Click to display your security questions. Note that your security answers will not be shown, however you can change your questions and answers.


My Permits

Click any underlined column title to sort the table rows in ascending or descending order by the information in that column. If you click View All or View Partial, the table will be displayed with the default sort order applied.

Showing 2 Permits

| <u>Permit ID</u> | <u>Access Rights</u> | <u>Access Status</u> | <u>Request Date</u> | <u>Update Date</u> | <u>Subscriber Agreement</u> |
|------------------|----------------------|----------------------|---------------------|--------------------|---|
| NM0022250 | Signatory | Pending | 04/13/09 01:53 PM | 04/13/09 01:53 PM |  |
| NM0022268 | Signatory | Pending | 04/13/09 01:53 PM | 04/13/09 01:53 PM |  |


Edit your account information



Search
All DMRs & CORs

Import DMRs
Perform Import
Check Results

Download
Blank DMR Form

 Session Lockout Timer: 24:30


My Account

| | |
|-------------|-----------------------|
| Email: | cathyperadm@yahoo.com |
| User Name: | cathyperadm@yahoo.com |
| First Name: | Cathy PA |

 [Edit Account](#)

Along with basic information about your account, you will be able to change the security questions and/or answers, change your password, or lock your account.

Security Questions and Answers

 Click to display your security questions. Note that your security answers will not be shown, however you can change your questions and answers.

Change Your Password

Your password must be 8-20 characters and contain both letters and numbers.

Enter a new
password:

(case sensitive,
8-20 characters,
both letters and
numbers)

Enter your password
again:

Lock Your Account

Locked accounts can not access NetDMR.

Lock Account

☐

Save

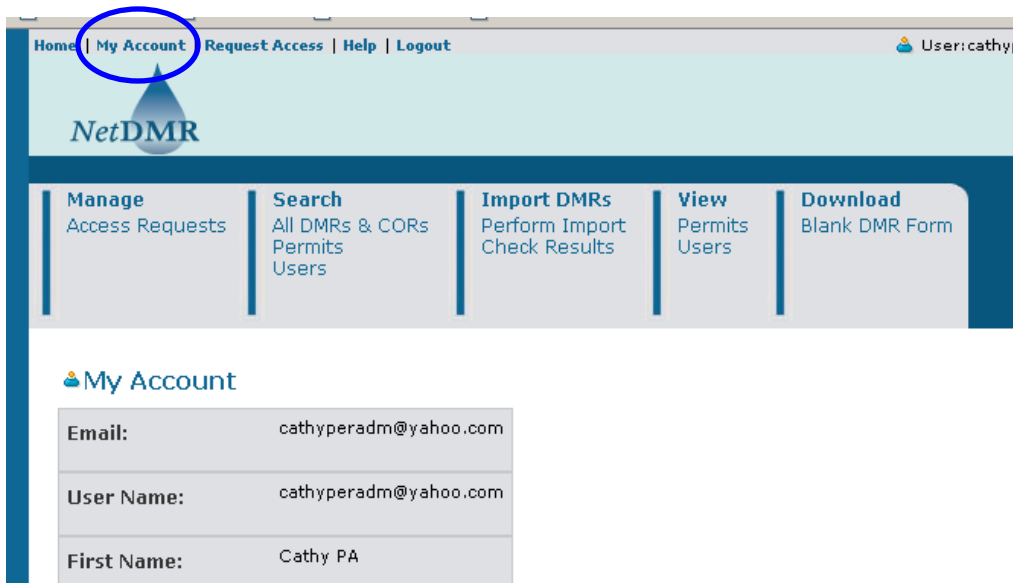
Cancel

Permittee DMR Data Entry Demo

Logon to NetDMR. Remember you must have “Signatory” or the “EDIT” role to be able to add/change/delete the DMR forms for each individual NPDES id.

You can easily verify that you have the Signatory or EDIT role by accessing “My Account”.

Click on “My Account”.



Scroll down to the “My Permits” section. Verify you have the “Signatory” or “EDIT” role for each individual NPDES ID.

My Permits

Click any underlined column title to sort the table rows in ascending or descending order by the information in that column. If you click View All or View Partial, the table will be displayed with the default sort order applied.

Showing 8 Permits

| <u>Permit ID</u> | <u>Access Rights</u> | <u>Access Status</u> | <u>Request Date</u> | <u>Update Date</u> | <u>Subscriber Agreement</u> |
|------------------|----------------------|----------------------|---------------------|--------------------|-----------------------------|
| NM0022250 | Signatory | Approved | 04/13/09 01:53 PM | 04/24/09 03:52 PM | |
| NM0022250 | Permit Administrator | Approved | 04/13/09 04:15 PM | 04/24/09 03:52 PM | |
| NM0022250 | View | Approved | 04/13/09 04:15 PM | 04/13/09 04:15 PM | |
| NM0022250 | Edit | Approved | 04/27/09 04:46 PM | 04/27/09 05:11 PM | |
| NM0022268 | Signatory | Approved | 04/13/09 01:53 PM | 04/24/09 03:52 PM | |
| NM0022268 | Permit Administrator | Approved | 04/13/09 04:15 PM | 04/24/09 03:52 PM | |
| NM0022268 | View | Approved | 04/13/09 04:15 PM | 04/13/09 04:15 PM | |
| NM0022268 | Edit | Approved | 04/27/09 04:50 PM | 04/27/09 05:34 PM | |

Now you are ready to Search and key in DMR data.

All DMRs & CORs

Enter the 9 digit Permit Id, make selection from the pull down menu.

Click on “Update”. This Update button will automatically update the Permitted Feature and Discharge selection boxes.

Search: All DMRs & CORs Permit ID Users

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ Permit ID: NM0028355

☐ Facility: All

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature: All

Discharge: All

Monitoring Period End Date Range: (mm/dd/yyyy)

If you click on Search with no other criteria, you will get a list of all the Permitted Features available for data entry.

NetDMR

Manage Access Requests Search All DMRs & CORs Permits Users Import DMRs Perform Import Check Results View Permits Users Download Blank DMR Form Session Lockout Timer: 29:47

Search: All DMRs & CORs Permit ID Users

All DMRs & Copies of Record (CORs)

Use the following fields to search

☒ Permit ID:

[NM0028355] All

[NM0028355] 001-A:POWER PLANT WASTEWATER

[NM0028355] 001-Y:YEARLY REPORTING - OUTFALL 001

[NM0028355] 021-A:COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON

[NM0028355] 021-Q:QUARTERLY REPORTING - 021

[NM0028355] 021-Y:YEARLY REPORTING - OUTFALL 021

[NM0028355] 022-A:COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON

[NM0028355] 022-Q:QUARTERLY REPORTING - 022

[NM0028355] 022-Y:YEARLY REPORTING - OUTFALL 022

[NM0028355] 027-A:COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON

[NM0028355] 027-Q:QUARTERLY REPORTING - OUTFALL 027

You will notice that monthly, yearly, and quarterly requirements are included in these search results. DMRs that meet a specific criteria are available in NetDMR. Appendix G – explains how the anticipated DMRs (empty slots) are generated in NetDMR.

You have the option rather than to display all permitted features and discharges to narrow down your search criteria.

Permitted Feature (referred to as an outfall previously).

Discharge – you may have several groups of limits based on their frequency of reporting. For example you may have a Permitted Feature for 001 with monthly, quarterly and yearly requirements. The Discharge number is the field that has been used to uniquely group this information. In this example, you could have an 001-M, 001-Q and 001-Y.

In this example, I searched for NPDES ID NM0028355 and Permitted Feature 021 only and clicked “Update”. NetDMR filters based on the Permitted Feature. Notice only 3 sets of limits are displayed in the Discharge pull down menu. (021-A, 021-Q and 021-Y)

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ **Permit ID:**

☐ **Facility:**

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature:

Discharge:

Monitoring Period End Date Range:

| |
|---|
| [NM0028355] 021-A:COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON |
| [NM0028355] 021-Q:QUARTERLY REPORTING - 021 |
| [NM0028355] 021-Y:YEARLY REPORTING - OUTFALL 021 |

Monitoring Period End Date Range:

The screenshot shows a search interface with the following fields and options:

- Monitoring Period End Date Range:** Two date pickers showing '01/01/2009' and '03/31/2009' with a format hint '(mm/dd/yyyy)'.
- Edited or Submitted By:** A dropdown menu currently set to 'All'.
- Status:** A dropdown menu with the following options: 'Ready for Data Entry' (selected), 'NetDMR Validation Errors', 'NetDMR Validated', 'Imported', 'Signed & Submitted', 'Submission Errors/Warnings', and 'Completed'. To the right is an 'All' button and a note: '(Hold down CTRL or Mac command key to select/deselect multiple)'.
- COR Confirmation #:** A text input field.
- Buttons:** 'Search' and 'Clear All Fields'.

Edited or Submitted by:

Status

Status field is very important to identify the current stage of your DMR form.

Ready for DMR Entry

NetDMR Validation Errors – Must correct all hard errors and acknowledge all soft errors

NetDMR Validated – DMRs must have this status before they can be signed

Imported

Signed & Submitted

Submission Errors/Warnings

Completed

COR Confirmation # - You can enter this number to search for a specific Copy of Record.

Make your selections, and Click SEARCH.

(search a couple different ways to show search results)

If for some reason, DMRs are not available in NetDMR there may be several reasons.

Refer to the Permittee and Data Provider User Guide - Troubleshooting Missing DMRs, Appendix I.

In this example, we entered the: NPDES ID, and Permitted Feature = 021.

Results screen shows:

Manage

Access Requests

Search

All DMRs & CORs

Permits

Users

Import DMRs

Perform Import

Check Results

View

Permits

Users

Download

Blank DMR Form

Session Lockout Timer: 29:56

Sign & Submit Checked DMRs

Download Checked CORs

Refresh DMR Data

Refine Search

New Search

DMR/COR Search Results

DMRs 1 through 3 of 3

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | <div> <div>Include in Batch Submit</div> <div>Check All</div> <div>Clear All</div> </div> | <div> <div>Include in Batch COR Download</div> <div>Check All</div> <div>Clear All</div> </div> |
|-----------------------------------|-----------|--------------------------|-------------------|-------------|---|----------------------------|--------------|----------------------|-------------------|---|---|
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-Y | YEARLY REPORTING - OUTFALL 021 | 12/31/09 | 01/28/10 | Ready for Data Entry | | | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-Q | QUARTERLY REPORTING - 021 | 06/30/09 | 07/28/09 | Ready for Data Entry | | | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | Ready for Data Entry | | | |

Items to point out on this screen.

NetDMR will have the logical selections in the first field that has Edit DMR depending on the current status of the DMR. Click on “GO” if you are ready to enter data.

Notice the Status column has “Ready for Data Entry”.

On Discharge # 021-A, under Edit DMR, click GO.

Sort - Can sort on any column with a hyperlink.

Watch for multiple pages – click on the page number, or arrows.

[View All](#)

[Sign & Submit Checked DMRs](#)

[Download Checked CORs](#)

[Refresh DMR Data](#)

[Refine Search](#)

[New Search](#)

DMR/COR Search Results

DMRs 1 through 10 of 39

◀◀

1

2

3

4

▶▶

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | <div>Include in Batch Submit</div> <div>Check All</div> <div>Clear All</div> | <div>Include in Batch COR Download</div> <div>Check All</div> <div>Clear All</div> |
|-----------------------------------|-----------|--------------------------|-------------------|-------------|--------------------------------|----------------------------|--------------|----------------------|-------------------|--|--|
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 001 | 001-Y | YEARLY REPORTING - OUTFALL 001 | 12/31/09 | 01/28/10 | Ready for Data Entry | | | |

We will discuss the DMR page in detail.

Top of screen -

Options at top of screen: Clear Parameter Fields, Save & Continue *(preferred), Save and Exit, Sign & Submit, Print Friendly View, DMR/COR Search Results

Header: Contains basic information about the facility, report dates and DMR status. Data can be entered for the Principal Executive Officer (not required) You can collapse the Header to have more room on the screen.

The screenshot displays the NetDMR web application interface. At the top, there is a navigation bar with the NetDMR logo and several menu items: Manage Access Requests, Search All DMRs & CORs Permits Users, Import DMRs Perform Import Check Results, View Permits Users, and Download Blank DMR Form. A session lockout timer of 28:25 is also visible. Below the navigation bar, there is a row of action links: Clear Parameter Fields, Save & Continue, Save & Exit, Sign & Submit, Print Friendly View, and DMR/COR Search Results. The main content area is titled 'Edit DMR' and features a 'Collapse Header' button. The form contains the following sections:

- Permit**
 - Permit ID: NM0028355
 - Major: ☒
 - Permittee: LOS ALAMOS NATIONAL LABORATORY
 - Permittee Address: LOS ALAMO, NM 87544
 - Facility: UNIVERSITY OF CALIFORNIA
 - Facility Location: LOS ALAMO NATIONAL LABORATORY 528 35TH STREET LOS ALAMO, NM 87544
 - Permitted Feature: 021 - External Outfall
 - Discharge: A - COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON
- Report Dates & Status**
 - Monitoring Period: From 04/01/09 to 04/30/09
 - DMR Due Date: 05/28/09
 - Status: **Not Saved**
- Considerations for Form Completion**
- Principal Executive Officer**
 - First Name: John
 - Last Name: Smith

No Data information (NODI) – discuss in a few minutes. Parameters to be reported are displayed and shaded for the next parameter. Permit limits are displayed (hard coded) – cannot change. We will discuss the individual fields as we enter DMR data.

| | | | |
|-------------|--|------------|------------------------------------|
| First Name: | <input type="text" value="John"/> | Last Name: | <input type="text" value="Smith"/> |
| Title: | <input type="text" value="Plant Manager"/> | Telephone: | <input type="text" value=""/> |

No Data Indicator (NODI)

Form NODI:

| Parameter Code ▲ Name | NODI <input type="button" value="List"/> | Quantity or Loading | | | Quality or Concentration | | | # of Ex. | Freq. of Analysis <input type="button" value="List"/> | Smpl. Type <input type="button" value="List"/> | |
|--|---|---------------------------------------|---------------------------------------|--|---------------------------------------|---------|---------------------------------------|--|--|---|--|
| | | Value 1 | Value 2 | Units | Value 1 | Value 2 | Value 3 | | | | Units |
| 00400 pH | Smpl. | | | | = <input type="button" value="List"/> | | = <input type="button" value="List"/> | SU <input type="button" value="List"/> | <input type="text" value=""/> | 01/07 <input type="button" value="List"/> | GR <input type="button" value="List"/> |
| 1 - Effluent Gross | | | | | | | | | | | |
| Season: 0 | Req. | | | | >= 6 Minimum | | <= 9 Maximum | Standard Units | | Weekly | GRAB |
| NODI: <input type="button" value="List"/> | NODI | | | | <input type="button" value="List"/> | | <input type="button" value="List"/> | | | | |
| 50050 Flow, in conduit or thru treatment plant | Smpl. | = <input type="button" value="List"/> | = <input type="button" value="List"/> | Mgal/d <input type="button" value="List"/> | | | | | <input type="text" value=""/> | 01/01 <input type="button" value="List"/> | ES <input type="button" value="List"/> |
| 1 - Effluent Gross | | | | | | | | | | | |
| Season: 0 | Req. | Req Mon Monthly Average | Req Mon Daily Maximum | Million Gallons per Day | | | | | | Daily | ESTIMA |
| NODI: <input type="button" value="List"/> | NODI | <input type="button" value="List"/> | <input type="button" value="List"/> | | | | | | | | |
| 50060 Chlorine, total residual | Smpl. | | | | | | = <input type="button" value="List"/> | mg/L <input type="button" value="List"/> | <input type="text" value=""/> | 01/07 <input type="button" value="List"/> | GR <input type="button" value="List"/> |
| 1 - Effluent Gross | | | | | | | | | | | |
| Season: 0 | Req. | | | | | | <= .011 Instantaneous Maximum | Milligrams per Liter | | Weekly | GRAB |

Bottom of screen

Edit Check Errors
Comments
Add Attachment
Report Last Saved by

Options at bottom of screen: Save & Continue *, Save & Exit, Sign & Submit, DMR/COR Search Results

| | | | | | | | | | | | |
|------------------------------|---------------------------|----------------------|--|--|--|--|-------------------------------|---------------------------|----------------------|----------------------------|-------------------------|
| NODI: <input type="text"/> | NODI <input type="text"/> | <input type="text"/> | | | | | | | | | |
| Apply | | | | | | | | | | | |
| 50060 | Chlorine, total residual | Smpl. | | | | | = <input type="text"/> | mg/L <input type="text"/> | <input type="text"/> | 01/07 <input type="text"/> | GR <input type="text"/> |
| 1 - Effluent Gross | | | | | | | | List | | | |
| Season: 0 | Req. | | | | | | <= .011 Instantaneous Maximum | Milligrams per Liter | Weekly | GRAB | |
| NODI: <input type="text"/> | NODI | | | | | | <input type="text"/> | | | | |
| Apply | | | | | | | | | | | |
| Edit Check Errors | | | | | | | | | | | |
| No results. | | | | | | | | | | | |
| Comments | | | | | | | | | | | |
| <div></div> | | | | | | | | | | | |
| Attachments | | | | | | | | | | | |
| Add Attachment | | | | | | | | | | | |
| No results. | | | | | | | | | | | |
| Report Last Saved By | | | | | | | | | | | |
| User: | | | | | | | | | | | |
| Name: | | | | | | | | | | | |
| E-Mail: | | | | | | | | | | | |
| Date/Time: 04/15/09 5:28 EDT | | | | | | | | | | | |

[Save & Continue](#) | [Save & Exit](#) | [Sign & Submit](#) | [DMR/COR Search Results](#)

Notice the LIST buttons on the screen.

List buttons are available for NODI, frequency of analysis, sample type, and unit codes.

Click on List to see the available options.

https://netdmrtest.epacdx.net - NetDMR - Mozilla Firefox

executionKey=_cE19C1E

DMR Due Date: 06/15/09 | Status: Ready for Data Entry

No Data Indicators (NODIs)

| Name | Description |
|------|---------------------------------|
| 1 | Wrong Flow |
| 2 | Operation Shutdown |
| 4 | Discharge to Lagoon/Groundwater |
| 5 | Frozen Conditions |
| 7 | No Influent |

Code: 22414 Name: Whole effluent toxicity

1 - Effluent Gross

Season: 0

NODI: Apply

Value 1 Value 2 Units Value 1 Value 2 Value 3 Units

Req Mon 7 Day Minimum Req Mon Monthly Average Minimum

Units: %

Freq. of Analysis: 01/90

Smpl. Type: 24

Frequency of Analysis – Click on List.

DMR Due Date: 06/15/09 | Status: Ready for Data Entry

Frequencies of Analysis

| Name | Description |
|-------|-------------------|
| 01/01 | Daily |
| 01/02 | Once Every 2 Days |
| 01/03 | Once Every 3 Days |
| 01/04 | Once Every 4 Days |
| 01/05 | Once Every 5 Days |
| 01/06 | Once Every 6 Days |

Code: 22414 Name: Whole effluent toxicity

1 - Effluent Gross

Season: 0

NODI: Apply

Value 1 Value 2 Units Value 1 Value 2 Value 3 Units

Req Mon 7 Day Minimum Req Mon Monthly Average Minimum

Units: %

Freq. of Analysis: 01/90

Smpl. Type: 24

No Data Indicator (NODI)

3 options for reporting

- #1 **Form level** – when saved all value fields will be populated with NODI
- #2 **Parameter level** - when saved all value fields for that parameter will be populated with NODI
- #3 **Individual value field level** – only that Value field will be populated

Form level & Parameter – You must click **APPLY** or NetDMR will ignore the entry.

Form Level (#1) - When you choose the form NODI from the pull down menu and Click Apply, notice all individual value fields below will be populated with that NODI when saved.

Parameter Level (#2) - When you choose the parameter NODI from the pull down menu and Click Apply, notice all individual value fields for that specific parameter will be populated with that NODI when saved.

Edit DMR

Expand Header

Permit ID: NM0020311 | Permitted Feature ID: TX1 | Discharge: Q | Monitoring End Period: 05/31/09 | DMR Due Date: 06/15/09 | Status: Ready for Data Entry

Form NODI:

Showing Parameters 1 - 10 of 15 << < 1 2 > >>

| Parameter Code ▲ Name | NODI List | Quantity or Loading | | | Quality or Concentration | | | # of Ex. | Freq. of Analysis List | Smpl. Type List | |
|-------------------------------|--------------------------------------|---------------------|---------|-------|--------------------------|---------------------------------|---------|-------------|------------------------------|-----------------------|-------|
| | | Value 1 | Value 2 | Units | Value 1 | Value 2 | Value 3 | | | | Units |
| 22414 Whole effluent toxicity | Smpl. | | | | = | = | | % | | 01/90 | 24 |
| 1 - Effluent Gross | | | | | | | | | | | |
| Season: 0 | Req. | | | | Req Mon 7 Day Minimum | Req Mon Monthly Average Minimum | | Percent | Quarterly | COMP24 | |
| NODI: <input type="text"/> | <input type="button" value="Apply"/> | | | | <input type="text"/> | <input type="text"/> | | | | | |

1 points to the Form NODI dropdown menu.

2 points to the parameter NODI dropdown menu.

3 points to the individual value fields.

Value Level (#3) - Enter the NODI from the pull down menu for each individual value field.

Permit ID area: Will display key information and show the current status of the DMR form

Edit DMR

Expand Header

Permit ID: NM0020311 | Permitted Feature ID: TX1 | Discharge: Q | Monitoring End Period: 05/31/09 | DMR Due Date: 06/15/09 | Status: Ready for Data Entry

Form NODI:

Showing Parameters 1 - 10 of 15 << < 1 2 > >>

| Parameter Code ▲ Name | NODI List | Quantity or Loading | | | Quality or Concentration | | | # of Ex. | Freq. of Analysis List | Smpl. Type List | |
|-------------------------------|--------------|---------------------|---------|-------|--------------------------|---------------------------------|---------|-------------|------------------------------|-----------------------|-------|
| | | Value 1 | Value 2 | Units | Value 1 | Value 2 | Value 3 | | | | Units |
| 22414 Whole effluent toxicity | Smpl. | | | | = | = | | % | | 01/90 | 24 |
| 1 - Effluent Gross | | | | | | | | | | | |
| Season: 0 | Req. | | | | Req Mon 7 Day Minimum | Req Mon Monthly Average Minimum | | Percent | Quarterly | COMP24 | |

A large blue arrow points to the Permit ID area.

Unit Codes are pre-populated with the requirements in your permit. If you measured in some other unit, you will need to change that field. Ex. lbs to kgs

Frequency of Analysis and Sample Type are also pre-populated. If you have different values, use the pull down menu to choose the appropriate answer.

Fill in all of the appropriate data. Notice there are several pull-down fields, including the field to enter greater than, less than, etc.

Always SAVE before you navigate away from the page.

Recommend that you “Save and Continue” first, then “Save & Exit”

Errors may need to be resolved prior to the information being saved. When you click on “Save & Continue” the hard errors or soft errors will be highlighted.

Hard & Soft DMR errors

You must correct all “Hard” errors before the DMRs can be SAVED.

Soft errors – Informational type message. You are not required to change DMR data based on these errors; however, you must click on the “Acknowledge” box for each individual soft error in order to Save the DMR data.

A recommendation has already been submitted for a system modification to eliminate the requirement to acknowledge soft errors.

If you click on “Save and Exit”, the errors will not be highlighted and you will have to look in the DMR status field to see that there are errors. You can also search for any permitted features that have a Status of “**NetDMR Validation Errors**”

DMR Data Entry Completed

When DMR data entry is completed for all permitted features & discharges, **recommend** you Search DMRs & CORs. Enter the Permit ID and under Status choose “NetDMR Validation Errors” and Search.

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ **Permit ID:**

☐ **Facility:**

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature:

Discharge:

Monitoring Period End Date Range: (mm/dd/yyyy)

Edited or Submitted By:

Status: (Hold down CTRL or Mac command key to select/deselect multiple)

COR Confirmation #

A list of any DMRs with errors that will not be processed for signature will appear. You will need to Edit DMR, click GO. Make sure the Status shows NetDMR Validated after Save.

Home | My Account | Request Access | Help | Logout User: cathysigauth@yahoo.com, Permittee User

NetDMR EPA HQ – IL-NM

Manage Access Requests | **Search** All DMRs & CORs Permits Users | **Import DMRs** Perform Import Check Results | **View** Permits Users | **Download** Blank DMR Form Session Lockout Timer: 28:43

[Sign & Submit Checked DMRs](#) | [Download Checked CORs](#) | [Refresh DMR Data](#) | [Refine Search](#) | [New Search](#)

DMR/COR Search Results

One item found

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Include in Batch Submit | Include in Batch COR Download |
|---|-----------|--------------------------|-------------------|-------------|--|----------------------------|--------------|--------------------------|-------------------|---|---|
| <input type="button" value="Edit DMR"/> <input type="button" value="Go"/> | NM0028355 | UNIVERSITY OF CALIFORNIA | 199 | 199-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON | 04/30/09 | 05/28/09 | NetDMR Validation Errors | | <input type="button" value="Check All"/> <input type="button" value="Clear All"/> | <input type="button" value="Check All"/> <input type="button" value="Clear All"/> |

Deleting DMR Data

Access the DMR, click on “Clear Parameter Fields” and SAVE. Watch out that the status did not change to “Ready for Data Entry”, appears in the system that the DMR is ready for Signature.

[Clear Parameter Fields](#) |
 [Save & Continue](#) |
 [Save & Exit](#) |
 [Sign & Submit](#) |
 [Print Friendly View](#) |
 [DMR/COR Search Results](#)

[Edit DMR](#)

Expand Header

Permit ID: NM0028355 | Permitted Feature ID: 129 | Discharge: A | Monitoring End Period: 04/30/09 | DMR Due Date: 05/28/09 | Status: NetDMR Validated

Form NODI: [Apply](#)

| Parameter | | NODI | Quantity or Loading | | | Quality or Concentration | | | | # of Ex. | Freq. of Analysis | Smpl. Type |
|--|-----------------------|-------|---------------------|---------|-------|--------------------------|---------|-----------------------|----------------------|----------|-------------------|------------|
| Code | Name | List | Value 1 | Value 2 | Units | Value 1 | Value 2 | Value 3 | Units | | List | List |
| 00400 | pH | Smpl. | | | | = | | = | SU | | 01/07 | GR |
| 1 - Effluent Gross | | | | | | 8.7 | | 8.7 | List | | | |
| Season: 0 | | | | | | >= 6 Minimum | | <= 9 Maximum | Standard Units | | Weekly | GRAB |
| NODI: <input type="text"/> Apply | | | | | | | | | | | | |
| 01042 | Copper, total (as Cu) | Smpl. | | | | = | | = | ug/L | | 01/30 | GR |
| 1 - Effluent Gross | | | | | | 10.3 | | 15.2 | List | | | |
| Season: 0 | | | | | | Req Mon Monthly Average | | Req Mon Daily Maximum | Micrograms per Liter | | Monthly | GRAB |
| NODI: <input type="text"/> Apply | | | | | | | | | | | | |

Samples of DMR errors

Appendix D contains a list of ICIS DMR Processing Error Messages

1 - Clicked on Save and Continue without entering at least one parameter.

Edit Check Errors

| Code | Name | Monitoring Location | Field | Type | Description | Acknowledge |
|------|------|---------------------|-----------------------------|------|--|-------------|
| | | | Principal Executive Officer | Hard | Principal Executive Officer data can not entered unless data are entered for at least one parameter. | |

Comments

Attachments

[Add Attachment](#)

No results.

Report Last Saved By

User:

2 - Entered an incorrect value in the “Value 3” field of 9/333.

| Parameter | | NODI | Quantity or Loading | | | Quality or Concentration | | | | # of Ex. | Freq. of Analysis | Smpl. Type |
|------------------------------------|--|--------------------------------|---|-----------------------|--|--------------------------|---------|-----------------------------|----------------------|----------|-------------------|------------|
| Code | Name | List | Value 1 | Value 2 | Units | Value 1 | Value 2 | Value 3 | Units | | List | List |
| 50050 | Flow, in conduit or thru treatment plant | Smpl. | = 1.25 | = 2.33 | Mgal/d List | | | | | | 99/99 | TM |
| 1 - Effluent Gross | | | | | | | | | | | | |
| Season: 0 | | Req. | Req Mon 30 Day Average | Req Mon 7 Day Average | Million Gallons per Day | | | | | | Continuous | TOTALZ |
| NODI: <input type="text"/> | | NODI | <input type="text"/> | <input type="text"/> | | | | | | | | |
| Apply | | | | | | | | | | | | |
| 50060 | Chlorine, total residual | Smpl. | | | | | | = 9/333 List | ug/L List | | 01/01 | GR |
| A - Disinfection, Process Complete | | | | | | | | | | | | |
| Season: 0 | | Req. | | | | | | <= 11 Instantaneous Maximum | Micrograms per Liter | | Daily | GRAB |
| NODI: <input type="text"/> | | NODI | | | | | | <input type="text"/> | | | | |
| Apply | | | | | | | | | | | | |
| Edit Check Errors | | | | | | | | | | | | |
| Code | Name | Monitoring Location | Field | Type | Description | Acknowledge | | | | | | |
| 50060 | Chlorine, total residual | Disinfection, Process Complete | Quality or Concentration Sample Value 3 | Hard | Value fields may contain numbers and special characters ".", "-", "+" and " " only | | | | | | | |
| Comments | | | | | | | | | | | | |

3 - Must click on the Acknowledge box for each individual “Soft” error.

| Edit Check Errors | | | | | | |
|-------------------|-------------------------|---------------------|---|------|---|--------------------------|
| Code | Name | Monitoring Location | Field | Type | Description | Acknowledge |
| 00400 | pH | Effluent Gross | Quality or Concentration Sample Value 1 | Hard | A sample value and NODI selection cannot be provided for the same value. Either delete the value(s) or reset the NODI to blank. | |
| 00400 | pH | Effluent Gross | Quality or Concentration Sample Value 3 | Hard | A sample value and NODI selection cannot be provided for the same value. Either delete the value(s) or reset the NODI to blank. | |
| 00310 | BOD, 5-day, 20 deg. C | Effluent Gross | Quality or Concentration Sample Value 2 | Soft | The provided sample value is outside the permit limit. | <input type="checkbox"/> |
| 00310 | BOD, 5-day, 20 deg. C | Effluent Gross | Quality or Concentration Sample Value 3 | Soft | The provided sample value is outside the permit limit. | <input type="checkbox"/> |
| 00310 | BOD, 5-day, 20 deg. C | Effluent Gross | Excursion | Soft | The number of excursions should be greater than zero. | <input type="checkbox"/> |
| 00530 | Solids, total suspended | Effluent Gross | Quality or Concentration Sample Value 2 | Soft | The provided sample value is outside the permit limit. | <input type="checkbox"/> |
| 00530 | Solids, total suspended | Effluent Gross | Excursion | Soft | The number of excursions should be greater than zero. | <input type="checkbox"/> |

Once all the errors have been addressed, Save. Changes have been saved and you will notice in the “Status” column, the status now has “NetDMR Validated”. Your DMR is now ready for signature.

Signing DMRs

The most efficient way to locate DMRs that are ready to be signed is to click on the tab “DMRs Ready to Submit.” Select an option and click on Search.

Home | My Account | Request Access | Help | Logout

User: cathysigm11@yahoo.com, Permittee User

EPA HQ – IL-NM

Manage Access Requests | Search All DMRs & CORs Permits Users | Import DMRs Perform Import Check Results | View Permits Users | Download Blank DMR Form

Session Lockout Timer: 26:30

Search: All DMRs & CORs **DMRs Ready to Submit** Permit ID Users

DMRs Ready to Submit

Select an option below to view a list of DMRs ready to sign and submit (i.e., in "NetDMR Validated" status).

All DMRs Search

DMRs for Permit ID NM0028355 Search

DMRs for Facility UNIVERSITY OF CALIFORNIA Search

Last 10 Logins

| Date | Time | IP |
|---------|----------|----|
| 5/11/09 | 6:31 PM | - |
| 5/11/09 | 5:18 PM | - |
| 5/11/09 | 5:15 PM | - |
| 5/11/09 | 4:40 PM | - |
| 5/11/09 | 4:10 PM | - |
| 5/11/09 | 4:04 PM | - |
| 5/11/09 | 12:40 PM | - |
| 5/11/09 | 12:28 PM | - |

✓ Pending Access Requests

Click any underlined column title to sort the table rows in ascending or descending order by the information in that column. If you click View All or View Partial, the table will be displayed with the default sort order applied and any selected check boxes will be reset to unselected.

[Pending Access Requests - External](#)

From the result screen: A list of all DMRs that are ready for Signature will appear. Notice the Status column has “NetDMR Validated”.

Sign & Submit Checked DMRs | Download Checked CORs | Refresh DMR Data | Refine Search | New Search

DMR/COR Search Results

DMRs 1 through 7 of 7

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Include in Batch Submit | Include in Batch COR Download |
|--|-----------|--------------------------|-------------------|-------------|---|----------------------------|--------------|------------------|-------------------|--|--|
| Edit DMR Go | NM0028355 | UNIVERSITY OF CALIFORNIA | 129 | 129-A | BOILER BLOWDOWN, WATER SOFTENER WASTEWATER | 05/31/09 | 06/28/09 | NetDMR Validated | | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All |
| Edit DMR Go | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated | | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All |
| Edit DMR Go | NM0028355 | UNIVERSITY OF CALIFORNIA | 051 | 051-A | TREATED RADIOACTIVE LIQUID WASTE TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated | | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All |
| Edit DMR Go | NM0028355 | UNIVERSITY OF CALIFORNIA | 055 | 055-A | TREATED WASTEWATER | 04/30/09 | 05/28/09 | NetDMR Validated | | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All |
| Edit DMR Go | NM0028355 | UNIVERSITY OF CALIFORNIA | 113 | 113-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated | | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All | <input type="checkbox"/> Check All <input type="checkbox"/> Clear All |

Choose which DMRs will be included in this submission. Under the “Include in Batch Submit” column, you have the option to “Check All” and then click on “Sign & Submit Checked DMRs” or

[Sign & Submit Checked DMRs](#) |
 [Download Checked CORs](#) |
 [Refresh DMR Data](#) |
 [Refine Search](#) |
 [New Search](#)

DMR/COR Search Results

DMRs 1 through 7 of 7

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Include in Batch Submit | Include in Batch COR Download |
|-----------------------------------|-----------|--------------------------|-------------------|-------------|---|----------------------------|--------------|------------------|-------------------|--|--|
| | | | | | | | | | | Check All Clear All | Check All Clear All |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 129 | 129-A | BOILER BLOWDOWN, WATER SOFTENER WASTEWATER | 05/31/09 | 06/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 051 | 051-A | TREATED RADIOACTIVE LIQUID WASTE TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 055 | 055-A | TREATED WASTEWATER | 04/30/09 | 05/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 113 | 113-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER | 04/30/09 | 05/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |

You also have the option to Sign and Submit the DMRs individually. From the pull down menu choose “Sign and Submit”. Click “Go”

DMR/COR Search Results

DMRs 1 through 7 of 7

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Include in Batch Submit | Include in Batch COR Download |
|--|-----------|--------------------------|-------------------|-------------|--|----------------------------|--------------|------------------|-------------------|--|--|
| | | | | | | | | | | Check All Clear All | Check All Clear All |
| <div>Edit DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 129 | 129-A | BOILER BLOWDOWN, WATER SOFTENER WASTEWATER | 05/31/09 | 06/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |
| <div>Edit DMR</div> <div>Edit DMR</div> <div>Sign and Submit DMR</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 021 | 021-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD | 04/30/09 | 05/28/09 | NetDMR Validated | | <input checked="" type="checkbox"/> | |

A list of the DMRs included in the batch will appear with a list of all the soft errors that have been acknowledged for each outfall for the Signatories review.

The Signatory has several options on this screen:

Can view Completed DMR before signing
Sort on any of the columns with a hyperlink

To officially sign, you must answer the required security question(s) and enter your password.

[Sign & Submit DMR](#)

Use this page to sign and submit the selected DMR. Confirm your intention to submit by filling the checkbox in the Include in Submission column.
Perform the submission by completing the signature fields at the bottom of the page.

| Include in Submission | View Completed DMR | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status |
|--|--------------------|-----------|--------------------------|---------------------|---|------------------------|--|--------------|------------------|
| <input checked="" type="checkbox"/> | | NM0028355 | UNIVERSITY OF CALIFORNIA | 001 | 001-A | POWER PLANT WASTEWATER | 04/30/09 | 05/28/09 | NetDMR Validated |
| <i>Acknowledged Soft Edit Check Errors</i> | | | | | | | | | |
| | | Parameter | | Monitoring Location | Field | | Description | | |
| | | Code | Name | | | | | | |
| | | 00400 | pH | 1 | Excursion | | The number of excursions should be greater than zero. | | |
| | | 00530 | Solids, total suspended | 1 | Quality or Concentration Sample Value 2 | | The provided sample value is outside the permit limit. | | |
| | | 00530 | Solids, total suspended | 1 | Quality or Concentration Sample Value 3 | | The provided sample value is outside the permit limit. | | |
| | | 51040 | E. coli | 1 | Quality or Concentration Sample Value 2 | | The provided sample value is outside the permit limit. | | |
| | | 51040 | E. coli | 1 | Quality or Concentration Sample Value 3 | | The provided sample value is outside the permit limit. | | |
| | | 51040 | E. coli | 1 | Excursion | | The number of excursions should be greater than zero. | | |
| | | 00400 | pH | 1 | Quality or Concentration Sample Value 3 | | The provided sample value is outside the permit limit. | | |

| Include in Submission | View Completed DMR | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status |
|--|--------------------|-----------|--------------------------|---------------------|---|---|--|--------------|------------------|
| <input checked="" type="checkbox"/> | | NM0028355 | UNIVERSITY OF CALIFORNIA | 022 | 022-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | NetDMR Validated |
| <i>Acknowledged Soft Edit Check Errors</i> | | | | | | | | | |
| | | Parameter | | Monitoring Location | Field | | Description | | |
| | | Code | Name | | | | | | |
| | | 50060 | Chlorine, total residual | 1 | Excursion | | The number of excursions should be greater than zero. | | |
| | | 50060 | Chlorine, total residual | 1 | Quality or Concentration Sample Value 3 | | The provided sample value is outside the permit limit. | | |

| Include in Submission | View Completed DMR | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status |
|--|--------------------|-----------|--------------------------|---------------------|---|--|--|--------------|------------------|
| <input checked="" type="checkbox"/> | | NM0028355 | UNIVERSITY OF CALIFORNIA | 027 | 027-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON | 04/30/09 | 05/28/09 | NetDMR Validated |
| <i>Acknowledged Soft Edit Check Errors</i> | | | | | | | | | |
| | | Parameter | | Monitoring Location | Field | | Description | | |
| | | Code | Name | | | | | | |
| | | 50060 | Chlorine, total residual | 1 | Excursion | | The number of excursions should be greater than zero. | | |
| | | 50060 | Chlorine, total residual | 1 | Quality or Concentration Sample Value 3 | | The provided sample value is outside the permit limit. | | |

I certify under penalty of law that this submission was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations. By entering my password and security question answer and pressing the Submit button, I agree that:

By entering my password and security question answer and pressing the Submit button, I agree that:

1. I am Cathy Bius.
2. I have not violated any term in my Electronic Signature Agreement.
3. I am otherwise without any reason to believe that the confidentiality of my password has been compromised now or at any time prior to this submission.
4. I have the authority to submit these data on behalf of the listed facilities.
5. This action constitutes an electronic signature equivalent to my written signature.
6. I understand that this attestation of fact pertains to the implementation, oversight, and enforcement of a federal environmental program and must be true to the best of my knowledge.

What is your favorite city?

Password

Submit

Do Not Submit

Confirmation screen appears. It is important to track the Submission Confirmation number and would be a good idea to copy & paste into a file for ICIS Batch Summary Reports. You can easily access the Batch Summary, Accepted, and Rejected transactions thru ICIS reports.

From this screen, you can View all CORs, Download all Cors, Download COR Signature Public Key, and

Manage

Access Requests

Search

All DMRs & CORs

Permits

Users

Import DMRs

Perform Import

Check Results

View

Permits

Users

Download

Blank DMR Form

Session Lockout Timer: 29:55

[View All CORs](#) |
 [Download All CORs](#) |
 [Download COR Signature Public Key](#) |
 [DMR/COR Search Results](#)

Submission Confirmation - 1dfcfa25-0909-4301-975c-d07495a4504c

Your submission has been received.

| Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | View COR | Download COR | Download COR Signature |
|-----------|------------------|-------------------|-------------|--------------------------|----------------------------|--------------|----------|--------------|------------------------|
| NM0020311 | ROSWELL, CITY OF | 001 | 001-A | TOTAL FACILITY DISCHARGE | 04/30/09 | 05/15/09 | | | |

Email messages can be sent to staff in your agency confirming the submission of the DMRs. Notice one of the email Subjects notified you there are possible Warnings or Errors.

| Sender ^ | Subject ^ | Date ▼ | Size ▼ | ^ | ^ | ▼ |
|---------------------|--|---------------------|--------|---|---|---|
| netdmr-notification | NetDMR DMR(s) Submittal Processed with possible Warnings or Errors | 04/30/2009 05:40 PM | 3,446 | | | |
| netdmr-notification | NetDMR DMR(s) Submitted | 04/30/2009 05:20 PM | 3,168 | | | |
| netdmr-notification | NetDMR COR Submission Received | 04/30/2009 05:19 PM | 3,432 | | | |
| netdmr-notification | NetDMR COR Submission Received | 04/30/2009 05:19 PM | 3,441 | | | |
| netdmr-notification | NetDMR COR Submission Received | 04/30/2009 05:19 PM | 3,438 | | | |
| netdmr-notification | NetDMR COR Submission Received | 04/30/2009 05:19 PM | 3,430 | | | |

If reported values exceeded 500 %, they will be highlighted in this email.



NetDMR DMR(s) Submittal Processed with possible Warnings or Errors

netdmr-notification to: Catherine Bius, cathysigauth

04/30/2009 05:4

[Show L](#)

Permit ID: NM0028355

Permitted Feature: 001

Discharge: A-POWER PLANT WASTEWATER

Monitoring Period End Date: 04/30/09

There are 0 warnings and/or errors present and all are shown below:

Permit ID: NM0028355

Permitted Feature: 048

Discharge: A-COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO LOS ALAMOS CANYON

Monitoring Period End Date: 04/30/09

There are 1 warnings and/or errors present and all are shown below:

1. Warning - Warning: the following Numeric Condition Quantity(ies) has a Percent Exceedence of greater than 500%:
C3

Permit ID: NM0028355

Permitted Feature: 027

Discharge: A-COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON

Monitoring Period End Date: 04/30/09

There are 1 warnings and/or errors present and all are shown below:

1. Warning - Warning: the following Numeric Condition Quantity(ies) has a Percent Exceedence of greater than 500%:
C3

ICIS Errors

Search for DMRs with a Status of “Submission Errors/Warnings”. Click Search.

Search: All DMRs & CORs DMRs Ready to Submit Permit ID Users

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ **Permit ID:** All Update

☐ **Facility:** All Update

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature: All Update

Discharge: All

Monitoring Period End Date Range: (mm/dd/yyyy)

Edited or Submitted By: All

Status: Ready for Data Entry NetDMR Validation Errors NetDMR Validated Imported Signed & Submitted **Submission Errors/Warnings** Completed All
 (Hold down CTRL or Mac command key to select/deselect multiple)

COR Confirmation #:

A list of DMRs may appear. From the pull down menu on the left choose “Review Last Submission Errors/Warnings.” Click “GO”.

[Sign & Submit Checked DMRs](#) | [Download Checked CORs](#) | [Refresh DMR Data](#) | [Refine Search](#) | [New Search](#)

DMR/COR Search Results

DMRs 1 through 3 of 3

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | In Ba |
|--|-----------|--------------------------|-------------------|-------------|---|----------------------------|--------------|----------------------------|--------------------------|-------|
| <div>Correct DMR</div> <div>Correct DMR</div> <div>View CORs</div> <div>Download CORs</div> <div>Review Last Submission Errors/Warnings</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 022 | 022-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |
| <div>Correct DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 027 | 027-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |
| <div>Correct DMR</div> | NM0028355 | UNIVERSITY OF | 048 | 048-A | COOLING TOWER | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |

The DMR information along with details about the error will be displayed. ICIS currently reviews data and identifies values that exceed 500% of the limit.

DMR Submission Errors and/or Warnings

Use this page to review errors and/or warnings that occurred when this DMR was submitted to the Environmental Protection Agency. For assistance resolving errors, please consult the Help system or a system administrator.

| Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date |
|-----------|--------------------------|-------------------|-------------|-----------------------|----------------------------|--------------|-------------------|-----------------------------------|
| NM0028355 | UNIVERSITY OF CALIFORNIA | 022 | 022-A | A | 04/30/09 | 05/28/09 | Submission Errors | 04/30/09 6:19 EDT |

One item found

| Error Code | Error Type Code | Description | Parameter Code | Parameter Name | Monitoring Location Code | Monitoring Location | Season Num |
|------------|-----------------|--|----------------|--------------------------|--------------------------|---------------------|------------|
| DMR300 | Warning | Warning: the following Numeric Condition Quantity(ies) has a Percent Exceedence of greater than 500%: C3 | 50060 | Chlorine, total residual | 1 | Effluent Gross | 0 |

[Back](#)

After signing and submitting the DMRs, I received an email that my Submittal Failed. This is similar to the audit reports that regions & states received when there were errors from the ICIS application. You will need to log on to NetDMR and Search the Copy of Record (COR).

FAILED Submission - If you receive an email with a failed submission, report to your state or region contact.



NetDMR DMR(s) Submittal Failed

netdmr-notification to: Catherine Bius, cathysigauth

05/13/2009 01:25 PM

[Show Details](#)

History: This message has been forwarded.

The following signed DMRs were submitted to EPA but an error has occurred in the transaction. All of the DMRs that have not been superseded (signed and submitted again since this submission) will be automatically rescheduled and are listed below:

```

-----
Permit ID: NM0028355
Permitted Feature: 185
Discharge: A-COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO WATER CANYON
Monitoring Period End Date: 04/30/09

```

States and Regions can assist in troubleshooting VIEW – Network Activity. In the NetDMR Status column – Completed with Errors/warnings and the NetDMR Service Column – ICIS-NPDES, click on the icon in NetDMR Results. You will need to open the zip file to see the errors.

View Exchange Network Activity

View the transactions between NetDMR and the Exchange Network Node below. Click any underlined column title to sort the table rows in ascending or descending order by column. If you click View All or View Partial, the table will be displayed with the default sort order applied.

Showing logs 71-80 of 194 [◀ ▶ 🔍 4, 5, 6, 7, 8, 9, 10, 11 ▶▶] [View All](#)

| NetDMR Activity Type | NetDMR ID | NetDMR Created Date | NetDMR Status | NetDMR Service | NetDMR Information | NetDMR Result | NetDMR Log | Node Transaction ID |
|---------------------------|-----------|---------------------|--------------------------------|---------------------------------|--------------------|---------------|------------|---|
| Basic Permit Data Request | 30303 | 2009-05-01 14:45:00 | FAILED | NetDMR2.GetBasicPermitInfo_v1.0 | | | | _19a4dd1a-40a3-493d-b433-801c03f14a... |
| Basic Permit Data Request | 30288 | 2009-05-01 13:45:00 | FAILED | NetDMR2.GetBasicPermitInfo_v1.0 | | | | _5eb3ad52-bf21-426c-940b-aa18403045... |
| Basic Permit Data Request | 30273 | 2009-05-01 11:45:00 | FAILED | NetDMR2.GetBasicPermitInfo_v1.0 | | | | _1d988cc1-14bd-45cf-b805-c3abc6a6865... |
| Basic Permit Data Request | 30258 | 2009-05-01 10:45:00 | FAILED | NetDMR2.GetBasicPermitInfo_v1.0 | | | | _5134425f-ad14-495b-86f5-0e4c12bf3c2... |
| DMR Submission | 30253 | 2009-05-01 10:20:00 | TRANSACTION_ERROR | ICIS-NPDES | | | | _989ff26d-529b-4cc4-8a69-e9b0616bce5... |
| Basic Permit Data Request | 30241 | 2009-05-01 09:45:00 | FAILED | NetDMR2.GetBasicPermitInfo_v1.0 | | | | _7caf3d1f-bf1b-4731-9028-a0e608ba151... |
| DMR Submission | 30236 | 2009-04-30 18:20:00 | COMPLETED WITH ERRORS/WARNINGS | ICIS-NPDES | | | | _9d20dc74-c23c-4370-a53c-ea02a6512b5... |

Search NPID and Submission.

Search:

[All DMRs & CORs](#)
[DMRs Ready to Submit](#)
[Permit ID](#)
[Users](#)

All DMRs & Copies of Record (CORs)

Use the following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

☒ **Permit ID:**

☐ **Facility:**

Note: The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature:

Discharge:

Monitoring Period End Date Range:

(mm/dd/yyyy)

Edited or Submitted By:

Status:
(Hold down CTRL or Mac command key to select/deselect multiple)

These are warnings / not errors. From the pull down menu choose Review Last Submission Errors/Warnings and click GO.

[Sign & Submit Checked DMRs](#) |
 [Download Checked CORs](#) |
 [Refresh DMR Data](#) |
 [Refine Search](#) |
 [New Search](#)

DMR/COR Search Results

DMRs 1 through 3 of 3

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Ir B. |
|---|-----------|--------------------------|-------------------|-------------|--|----------------------------|--------------|----------------------------|-------------------|-------|
| <div>Correct DMR</div> <div>Correct DMR</div> <div>View CORs</div> <div>Download CORs</div> <div>Review Last Submission Errors/Warnings</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 022 | 022-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO MORTANDAD CANYON | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |
| <div>Correct DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 027 | 027-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO SANDIA CANYON | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |
| <div>Correct DMR</div> <div>Go</div> | NM0028355 | UNIVERSITY OF CALIFORNIA | 048 | 048-A | COOLING TOWER BLOWDOWN & OTHER WASTEWATER TO LOS ALAMOS CANYON | 04/30/09 | 05/28/09 | Submission Errors/Warnings | 04/30/09 | |

Example of Warnings that were generated in ICIS.

DMR Submission Errors and/or Warnings

Use this page to review errors and/or warnings that occurred when this DMR was submitted to the Environmental Protection Agency. For assistance resolving errors, please consult the Help system or a system administrator.

| Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date |
|-----------|--------------------------|-------------------|-------------|-----------------------|----------------------------|--------------|-------------------|-------------------|
| NM0028355 | UNIVERSITY OF CALIFORNIA | 022 | 022-A | A | 04/30/09 | 05/28/09 | Submission Errors | 04/30/09 6:19 EDT |

One item found

| Error Code | Error Type Code | Description | Parameter Code | Parameter Name | Monitoring Location Code | Monitoring Location | Season Num |
|------------|-----------------|--|----------------|--------------------------|--------------------------|---------------------|------------|
| DMR300 | Warning | Warning: the following Numeric Condition Quantity(ies) has a Percent Exceedence of greater than 500%: C3 | 50060 | Chlorine, total residual | 1 | Effluent Gross | 0 |

[Back](#)

For your information – There is Shortcut to search for CORs – To the right of the Last 10 Logins, click on the hyperlink for DMRs submitted.

ch:

[All DMRs & CORs](#)
[DMRs Ready to Submit](#)
[Permit ID](#)
[Users](#)

Records & Copies of Record (CORs)

The following fields to search for DMRs and CORs. Leaving a field blank will instruct NetDMR not to filter on that field.

permit ID:

facility:

The **Update** buttons above for Permit ID and Facility will update the Permitted Feature and Discharge selection boxes below.

Permitted Feature:

Discharge:

Last 10 Logins

| | | |
|---------|---------|----------------------------------|
| 5/13/09 | 4:20 PM | |
| 5/12/09 | 2:07 PM | 2 DMRs submitted |
| 5/12/09 | 1:57 PM | - |
| 5/12/09 | 1:54 PM | - |
| 5/12/09 | 1:51 PM | - |
| 5/12/09 | 9:58 AM | - |
| 5/12/09 | 9:52 AM | - |
| 5/12/09 | 9:02 AM | 4 DMRs submitted |
| 5/12/09 | 8:49 AM | - |
| 5/12/09 | 8:46 AM | - |

Refresh DMRs

One of the Frequently Asked Questions is:

How often is permit data refreshed from EPA's ICIS system?

How often is permit data refreshed from EPA's ICIS system?

When an instance is created, NetDMR requests basic permit information from ICIS. After the initial request for Basic Permit occurs, NetDMR will request the data from ICIS every weekend. Regulatory Administrators are able to refresh basic permit data in NetDMR with ICIS-NPDES data at any time using the View Network Activity page. ICIS will respond to all requests for permits from NetDMR once a night.

How often is DMR data refreshed from EPA's ICIS system?

When the first Signatory for a permit is approved by a Regulatory Administrator, NetDMR requests one year's worth of anticipated DMRs or "empty slot records" from ICIS-NPDES using the following criteria:

- Monitoring Period Start Date (MPSD) from 12 months before to 1 month after the date the first Signatory request is approved
- Monitoring Period End Date (MPED) from the date the first Signatory role was approved to 12 months afterward.

Each month after this, NetDMR requests another month's worth of data using the day of the month the Signatory was approved to ensure that NetDMR always has at least one year's worth of empty slot records. NetDMR will automatically retrieve empty slots for all permits for which there is at least one NetDMR user with the signatory or edit role. DMRs will continue to be retrieved as long as at least one user has the signatory or edit role for the permit.

Rather than wait one month, Regulatory Administrators and Permit Administrators are able to DMR empty slot records in NetDMR with ICIS-NPDES data at any time. Regulatory Administrators can use the View Network Activity page and Permit Administrators can use the Refresh DMRs hyperlink on the DMR Search Results page.

Refresh in NetDMR – Click on the Refresh DMR Data. This will allow you to access the most recent “empty slot” DMR data. Changes may have been made to your limits which may result in the DMR data being refreshed earlier than waiting for the system to automatically make this change. See Appendix G for more information.

Session Lockout Timer: 27:49

Sign & Submit Checked DMRs | Download Checked CORs | **Refresh DMR Data** | Refine Search | New Search

DMR/COR Search Results

One item found

| Next Step(s) | Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | COR Received Date | Include in Batch Submit Check All Clear All | Include in Batch COR Download Check All Clear All |
|----------------|-----------|---------------|-------------------|-------------|------------------------------|----------------------------|--------------|----------------------|-------------------|---|---|
| Edit DMR Go | NM0020273 | CITY OF RATON | 001 | 001-A | TREATED MUNICIPAL WASTEWATER | 05/31/09 | 07/28/09 | Ready for Data Entry | | | |

Click in the box under the column “Include in DMR Refresh”.

Refresh DMR Data

Click any underlined column title to sort the table rows in ascending or descending order by the information in that column. If you click View All or View Partial, the table will be displayed with the default sort order applied and any selected check boxes will be reset to unselected.

One item found

| Permit ID | Facility | Permitted Feature | Discharge # | Discharge Description | Monitoring Period End Date | DMR Due Date | Status | Include in DMR Refresh Check All Clear All |
|-----------|---------------|-------------------|-------------|------------------------------|----------------------------|--------------|----------------------|--|
| NM0020273 | CITY OF RATON | 001 | 001-A | TREATED MUNICIPAL WASTEWATER | 05/31/09 | 07/28/09 | Ready for Data Entry | <input checked="" type="checkbox"/> |

Submit Cancel